



Deputy County Attorney or Senior Deputy County Attorney Yellowstone County Equal Opportunity Employer



Yellowstone County encourages applications from diverse candidates and candidates who support diversity.

Posting Date: November 16, 2021

Department: County Attorney

Deputy County Attorney

Grade: I

Salary: \$64,000.00 per year**

Senior Deputy County Attorney

Grade: K

Salary: \$68,891.90 up to \$103,337.86 per year DOQ**

****County Attorney bargaining unit currently under collective bargaining negotiations. Starting salary is anticipated to increase.**

Hours: Monday – Friday, 8:00 a.m. – 5:00 p.m.*

FLSA: Exempt

***Must be available to work over 40 hours as needed.**

**For Fast-Track processing, send resumes to
countyattorney@yellowstonecountymt.gov**

Applications will be accepted until position is filled.

FUNCTION:

Full-time position which performs a wide variety of routine to complex criminal prosecution and/or litigation duties in the State and Federal court systems including misdemeanor and felony criminal violations, youth court, and child abuse and neglect matters; does related duties as required.

REQUIRED – DEPUTY COUNTY ATTORNEY:

- Juris Doctorate;
- Must be a member of the Montana State Bar or successfully pass the July 2021 Montana bar exam to become a member of the Montana State Bar in the Fall of 2021.

REQUIRED – SENIOR DEPUTY COUNTY ATTORNEY:

- Juris Doctorate; must be a member of the Montana State Bar;
- Minimum of two (2) years of criminal prosecution and trial experience as a Deputy County Attorney or two (2) years' experience practicing law including civil litigation, criminal litigation and/or local government law; **or** any equivalent combination of experience and training totaling six (6) years;
- Demonstrated ability to litigate and try cases and effectively handle a demanding caseload.

Job description available upon request.

TO APPLY:

Submit:

1. County application
2. Letter of interest
3. Resume
4. Names, addresses, and phone numbers of three (3) employment-related references
5. Writing sample

If you submit your materials online, please call Human Resources to ensure all documents were received.

To: Human Resources, Room 106, Yellowstone County Courthouse or to Montana Job Service, 2121 Rosebud Drive, Billings, MT.

Late or incomplete materials will not be considered. Download application at www.yellowstonecountymt.gov

Applicants who require special accommodation due to disability should contact the Human Resources Office at 256-2705.

NOTE: If this position becomes available within 90 days the same applicant pool may be considered.